

SPRING GARDEN TOWNSHIP

340 TRI HILL ROAD
YORK, PA 17403-5709



PHONE NUMBER: 717.848.2858
www.springgardentwp.org

BOARD OF COMMISSIONERS BUSINESS MEETING AGENDA

April 10, 2024 • 6:30 PM

I. Call to Order / Pledge of Allegiance

A. Commissioners' Award of Distinction

B. Public Comment

C. Minutes - March 13, 2024 Business Meeting

D. Treasurer's Transactions – March 2024

E. Subdivision/Land Development

1. Morehouse Instruments, Final Subdivision / Land Development Plan – 45-day time extension

The purpose of the plan is to combine two lots located at 1742 & 1748 Sixth Avenue and build an addition onto 1742 Sixth Ave. The plan was conditionally approved on Feb. 14, 2024; the applicant is seeking an additional 45-day extension to June 2, 2024 to complete the remaining condition which is the developer's agreement.

F. Old Business

1. Comprehensive Plan Discussion Group "Advisory Committee" - FYI

Spring Garden and York Townships are gearing up for a mid-Spring kick-off event for the multi-municipal Comprehensive Plan. As one of the early steps of the planning process will be the communities scheduling an Open House. At the Open House, residents and business owners will be able to attend and share their thoughts about what is most important for enhancing community quality of life in the coming decade. The project's Discussion Group and planning team look forward to gathering all of these ideas. Stay tuned for the Spring Open House date announcement and more details!

2. Virginia Avenue Street and Stormwater Repair Project – award and contract execution

The Virginia Avenue Street and Stormwater repair project was placed out for bid mid March 2024 on PennBid. The project will primarily consist of 367 linear feet of 48" diameter plastic corrugated pipe to increase volume & capacity of stormwater from Virginia Ave. & Country Club Rd. The Bids were electronically opened on April 8, 2024. There were four bidders. JVI Group Inc. was the low bidder with a base bid of \$596,661.60.

3. York Area United Fire and Rescue Equipment Purchase - Resolution

With 75% of the Charter Municipalities approving the resolution, YAUFRR can enter into a purchase agreement to secure two Pierce Enforcer Custom Pumpers, a Pierce Enforcer Walk-In Heavy-Duty Rescue, and a Sutphen Platform at an approximate cost of \$5.6M.

4. Appeal Zoning Hearing Board's decision from May 20, 2024 hearing regarding wedding venue use at Box Hill.

G. New Business

1. SAFER Grant – Resolution

The Staffing for Adequate Fire and Emergency Response (SAFER) Grant is a grant program that provides funding directly to fire department to enhance local fire depts. to meet staffing, response, and operational standards established by the National Fire Protection Association. YAUFRR has determined that it is in the best interests of the Charter Municipalities (Manchester, Spring Garden, and Springettsbury Townships) to add three firefighters, one firefighter for each shift, to keep pace with commercial and residential growth occurring in the Charter Municipalities served and protected by YAUFRR.

2. Personnel

- i. Hire: Code Enforcement Officer
- ii. Resolution amending the police policy for Chain of Command
- iii. Hire: Acting Chief of Police and wage rate
- iv. Resolution: job description of Office Assistant I & II

Office Assistant I - general clerical and office support work. Office Assistant II - clerical and secretarial duties of a general & specialized nature; permit clerk for issuance of permits. Both are full-time positions.

- v. Request to commence the hiring process of a full-time Office Assistant II, rate not to exceed \$22/hour.

3. Street Excavation Ordinance Amendment

The Street Excavation Ordinance requires a permit to be secured for openings or cutting in a street; amendment for a one-year expiration and inspections by Public Works. Request is to advertise the amendment.

4. Performance Policy Resolution

The purpose of the policy is to increase the efficiency of the officers in the police department by providing a formal mechanism for feedback regarding job performance.

Anyone wishing to speak during the designated public comment periods (agenda items B & L) regarding items not on the agenda or about any agenda item at the time designated by the President Commissioner should use the podium at the front of the room for their comments. Public meetings of the Board of Commissioners may be audio recorded for the purpose of assisting in the preparation of the meeting minutes; recordings are not public record and will be destroyed following adoption of the meeting minutes.

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H. Commissioners Constituent Representation

1. Commissioner Detwiler, Ward 1
2. Commissioner Rooney, Ward 2
 - a. Mill Creek Clean-Up – May 11, 2024
3. Commissioner Gray, Ward 3
 - a. Crosswalk assessment, Tri Hill Road
4. Commissioner Herrold, Ward 4
5. Commissioner Gwilt, Ward 5

I. Township Consultants, Contracted Services, and Departments

- a. Township Consultant Reports
 - i. Solicitor
 - ii. Engineer
 - iii. Fire Department/York Area United Fire and Rescue
- b. Township Administration (departments)

J. Public Comment

II. Adjourn

Township Consultants and Contracted Services

Engineer (David Davidson, P.E./C.S. Davidson, Inc.)
Solicitor (Attorney Steven Hovis/Stock and Leader)
York Area United Fire & Rescue (Chief Daniel Hoff)

Township Administration:

Township Administrator (Marcy L. Krüm-Tinsley)
Finance Department (Krista Gardner/SEK, CFO;
Luther Wike, Jr., Finance Administrator)
Police Department (Chief George Swartz)
Public Works Department (Craig Ruhl, Superintendent)
Zoning/Code Enforcement Department (Dawn Hansen, Zoning Officer
and Trey Goodwin, Code Enforcement)